

Executive Registry

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MEMORANDUM FOR: Deputy Director for Intelligence

SUBJECT: Standard Terms of Reference for
NIRB Studies

1. Attached is a draft Standard Terms of Reference for NIRB Studies of Overseas US Intelligence Units or Facilities prepared as a result of discussion at the 11 September meeting of the NIRB. This draft has been sent to NIRB members for coordination and comment by the organizations they represent.

2. Please obtain a coordinated CIA position on this draft proposal in consultation with the Deputy Directors for Plans, and Science & Technology. Please direct your responses to the Executive Secretary of NIRB, [redacted] Room 6 E 28, extension [redacted]

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25X

[redacted]
R. E. Cushman, Jr.
Lieutenant General, USMC
Chairman

National Intelligence Resources Board

Attachment: a/s

cc: DD/P
DD/S&T

SECRET

STANDARD TERMS OF REFERENCE FOR A NIRB STUDY
OF AN OVERSEAS U.S. INTELLIGENCE UNIT OR FACILITY

NOTE: The following terms of reference represent the approach which should be followed in NIRB-sponsored studies of overseas units or facilities, whether the activity under study involves COMINT, ELINT, HUMINT, PHOTINT, or TELEMETRY. Minor modifications may be necessary to adapt to specialized circumstances involved in particular individual studies, but every effort should be made to insure that the subjects covered by these terms of reference are included.

OBJECTIVES

1. To ascertain the mission and functions assigned to the (unit or facility) at _____ and to determine:
 - a. The existing and expected future value of the intelligence information obtained through operations of the unit or facility;
 - b. The effectiveness with which the organization is performing its assigned mission;
 - c. The extent to which personnel reductions could be made at acceptable intelligence risk by changes in the mission or functions of the unit or facility in response to requirements of the U.S. overseas OPRED program or other programs to reduce U.S. presence in foreign areas. (If the problem involves possible expansion of the facility under study, the assessment will relate to intelligence gain rather than intelligence risk.);

d. Functions which would need to be performed elsewhere in the event the activity under study was reduced or terminated, together with the costs of relocation, impact on the facilities to which the functions would be transferred, and the intelligence risks involved in such transfers;

e. The estimated time-phasing of feasible functional transfers;

f. The expected political impact in the host country or countries of any recommended continuation, reduction or transfer of the intelligence operations being studied.

PROCEDURES

2. NIRB-sponsored studies will be accomplished by a NIRB Task Group, chairman of which will be appointed by the NIRB, with appropriate representation from the Department of State, Department of Defense and Central Intelligence Agency. The particular department, agency or command responsible for operation of the facility will normally be requested to provide a member of the Task Group.

3. The department, agency or command operating the activity being studied will provide the Task Group with information on its output, resources, capabilities and costs as necessary to facilitate

the assessment of the intelligence value of the effort. CIRIS data will be utilized fully, but detailed study of individual stations will require more detailed data on manpower and resource utilization than the CIRIS now contains.

4. Customer representatives will provide, on the basis of end-use assessment within their respective departments, agencies and commands, intelligence judgments on the usefulness of the output from the activity under study.

5. In response to Task Group assessments of the value of the intelligence information being obtained and the effectiveness of the effort, the responsible operating agency will provide the Task Group with proposals for resource adjustments and deletion or transfer of functions, together with estimates of related costs and technical problems.

6. The Task Group will consolidate its findings and recommendations relating to the OBJECTIVES of the study in a single report to the NIRB. If differences of view exist among the intelligence organizations represented on the Task Group, the issues will be presented to the NIRB for consideration.

7. In those instances in which the intelligence facility under study is not the sole activity at the particular station, the Task Group must

ascertain whether related studies of non-intelligence activities are under way and, if so, insure that appropriate consultation and coordination is accomplished,

8. In the event a particular study involves more than six weeks to accomplish, the chairman of the Task Group will provide a progress report to the NIRB as of the first of each month.